

10 December 1968

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1. Yesterday [REDACTED] and I discussed the relations of [REDACTED] and the Agency Archives and Records Center (A&RC). You may find the following interesting and useful for our meeting with Mr. [REDACTED]

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- a. The A&RC T/O is not part of [REDACTED]

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This fact has caused friction in 1961 and 1967. [REDACTED] was asked to cut its T/O and they then tried to pass on cuts of 6 and 2 persons from A&RC. The problem finally went as high as O/DDS where [REDACTED] was told "hands off". Nothing is on paper and we can expect this exercise to be repeated in the future.

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- b. Budgeting Exclusions are not clear.

Exactly who is to budget for repairs, maintenance, and supplies gets confused by generalities. Eventually a specific requirement arrives on the scene and the other party rejects the new proposal as not to be what he understood the areas of responsibility. This is seen today in the [REDACTED] request for \$3,500 to repair the wall of the A&RC building which is leaking drain water. Likewise [REDACTED] resists A&RC requests for the purchase of storage boxes, and installation of alarms or electric lights (in OBGI Map room in the basement). In all cases each felt the other should have budgeted the necessary funds. Pleasant discussions in the abstract find everyone agreeable at Budget time but the incidence continues to recur. Attached TAB A is a 1964 study of this Budget problem.

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- c. A&RC needs [REDACTED] Support

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After much discussion, I find this word "Support" is the fundamental problem and source of all friction. Support is the life blood of any activity at [REDACTED]. Any limitation, increased need, or even hesitancy in its constant flow results in an instantaneous psychological reaction on the part of the sufferer with a resultant traumatic experience and a scar filled aftermath.

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Support means all things; cars, trucks, copy machines, labor, guards, incinerator service, supplies, utilities, carpenters, emergencies (floods), alarms, painting, repairing, temperatures, humidity, and so forth.

There is a need to determine the type of support necessary, itemize it, and then have it continue on a consistent basis. Personnel changes and budget cuts have brought instances where earlier budgets and agreements were quietly discontinued or modified by [REDACTED] without 25X1A6a warning.

Your proposal to develop a new agreement in writing has enthusiastic support at A&RC. Attached as TABS B and C are the 1958 agreement and a sample of a format for such an agreement used by the Air Force. Ours would not be that detailed but it could spell out responsibilities of both [REDACTED] and A&RC.

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2. We can discuss this further at your convenience prior to the meeting.



Chief,  
Records Administration Branch

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Attachments

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NO ATTACHMENTS